

SPONSORS

Eligible Summer Food Service Program (SFSP) sponsors include any public or private nonprofit school food authority; public or private nonprofit residential summer camp; a unit of local, municipal, county, tribal, or state government; a public or private nonprofit college or university currently participating in the National Youth Sports Program; or a private nonprofit organization.

A food service program can be planned as part of an established recreation program, summer school session, or other planned activities. Programs may also be set up as independent food service sites.

SITES

Meal service may take place at one or more sites under the responsibility of the sponsor. Many types of sites are suitable for summer feeding, such as recreation centers, schools, churches, community centers, and facilities serving migrant children.

PARTICIPANTS

Eligible participants include people 18 years of age and under. Persons over 18 determined by a State educational agency to have an intellectual disability and participating in a public or nonprofit private school program can participate. Sites must serve all children regardless of race, color, national origin, age, gender, religion, or disability.

RECORDKEEPING

Claims for reimbursement are based on the number of children fed. Sponsors receive the meals times rate formula. Claims are due on the 10th of the month following the month meals were served. Accurate records must be kept.

Records of expenses must be itemized and maintained on file for review. Production and menu records for all meals and inventory records of foods used in SFSP must be maintained by the food service.

ASSISTANCE

Summer 2015 program reimbursement rates are:

	<i>Rural or Self-prep</i>	<i>All Others</i>
Breakfast	\$2.0775	\$2.0375
Lunch/Supper	\$3.6450	\$3.5875
Supplement	\$0.8650	\$0.8450

Advance funding is available for those sponsors who need assistance getting started. The amount of the advance will be deducted from future reimbursements.

Camps will receive reimbursement only for meals served to individual children determined eligible, upon review of their application, for free meal benefits.

For all other SFSP sites, when at least fifty percent (50%) of the children served meet eligibility criteria, the site is considered eligible and all participating children are to be served free.

Eligibility for children who are members of a household receiving SNAP/food stamps, TANF, or commodities on reservations (FDPIR) is based on their categorical status. Eligibility for all other children is based on the following income scale.

For more information on roles and responsibilities for a sponsor of SFSP view <http://www.youtube.com/watch?v=KkLGT0fRr8w>.



INCOME GUIDELINES

(Effective 7/1/2014 through 6/30/2015)

Household Size	Yearly
1*	21,590
2	29,101
3	36,612
4	44,123
5	51,634
6	59,145
7	66,656
8	74,167
For each additional member, add	7,511

* If your household includes a FOSTER CHILD, use one application for the whole household.

ADMINISTRATIVE WORKSHOPS

An administrative workshop for new sponsors or new sponsor personnel will provide training and technical assistance regarding completion of applications and financial records. In order to participate in the Summer Food Service Program, the people responsible for administration of the program **must** attend this workshop. The online application process will be discussed in addition to program requirements.

The workshop will be held at the MacKay Building, 800 Governors Drive (former State Library building, in Pierre. It will run from 8 AM to 4:30 PM (Central Time) on Tuesday, March 10, 2015. Snow date of March 24, 2015 same time and location has been set. This is a physically accessible building. Register for trainings and workshops February 2- 20, 2015, at <http://doe.sd.gov/cans/sfsp.aspx>.

Online applications will be completed on iCAN by April 9, 2015. Contact julie.mccord@state.sd.us for new user and sponsor profile forms to get started!

MEAL PATTERN REQUIREMENTS

BREAKFAST – Serve all three

1 cup	Milk (Fat free or 1%)
½ cup	Fruit or vegetable, or 100% juice
1 serving	Grain/Bread (see chart)

LUNCH/SUPPER – Include all 5 components

1 cup	Milk (Fat free or 1%)
¾ cup serving	Fruit or vegetable, or 100% juice
¾ cup serving	Fruit or vegetable, or 100% juice
1 serving	Grain/Bread (see chart)
2 ounces	Meat/Meat alternate

SUPPLEMENTAL FOOD

Supplements shall contain any two of the following four components:

1 cup	Milk (Fat free or 1%)
¾ cup	Fruit or vegetable, or 100% juice
1 serving	Grain/Bread
1 ounce	Meat/Meat alternate

All meals must be served as a unit and must be eaten at the site.

All other sites may serve either one meal each day (a breakfast, lunch, or a supplement) or two meals each day if one is a lunch and the other is a breakfast or supplement.

Camps and sites that primarily serve migrant children may claim three meals daily with required eligibility documentation for each child in attendance.

OPERATION WORKSHOPS

Operational Workshops will be offered. These workshops are for training the personnel responsible for menu planning, meal preparation and service, sanitation, meal supervision, and the meal counts. While attendance is not mandatory, sponsors are strongly encouraged to have their personnel selected so that they can attend the April workshops TBA. Training of site staff is the responsibility of the sponsor and if the sponsor is new to this task, training attendance is recommended.

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#) found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

SUMMER FOOD SERVICE PROGRAM



FOR CHILDREN 2015

The goal of the Summer Food Service Program (SFSP) is to ensure that low income children are able to receive the same high quality meals during school vacation as during the school year.

The SFSP is a 100% federally funded program administered by the South Dakota Department of Education. Free meals are provided to all children at approved SFSP sites operating in a period determined by the sponsor between May through September.

For more information, call (605) 773-3413. You can also read more about summer programs at <http://www.fns.usda.gov/sfsp/summer-food-service-program-sfsp> and <http://doe.sd.gov/cans/sfsp.aspx>

